



RecyclingWorks in Massachusetts



Best Management Practices

Business Contracting for Trash, Recycling and Food Waste Services

February 2, 2017





RecyclingWorks in MA



- Helps businesses and institutions
 - Comply with MassDEP Waste Bans
 - Maximize waste diversion
 - Save money
 - Improve Customer/Employee satisfaction
- Funded by MassDEP, delivered under contract by the Center for EcoTechnology

The screenshot displays the RecyclingWorks Massachusetts website. At the top, there is a green header bar with the email 'info@recyclingworksma.com' and a phone icon with the text 'CALL OUR HOTLINE: (888) 254-5525'. Below the header is a navigation menu with links: 'ABOUT US', 'RECYCLE', 'PROGRAMS', 'FOOD WASTE', 'REUSE', and 'BLOG/EVENTS'. The main content area features a large image of recycling bins labeled 'COMPOST', 'RECYCLE', and 'TRASH'. Overlaid on this image is a search form titled 'Recycling Assistance for Businesses & Institutions'. The form includes three dropdown menus: 'Pick Up/Drop Off?', 'Location', and 'Choose a Material', followed by a green 'SEARCH' button. Below these is a text input field with the placeholder 'Type in a material or the name of a business, e.g. food waste; Bob's Trucking;'. Underneath the input field is a paragraph: 'RecyclingWorks in Massachusetts is a recycling assistance program that helps businesses and institutions maximize recycling, reuse, and food waste diversion opportunities.' Below this paragraph are two green buttons: 'LIST YOUR BUSINESS' and 'MORE INFO ABOUT RECYCLINGWORKS'. At the bottom of the page, there is a section titled 'GET HELP FROM A RECYCLINGWORKS RECYCLING EXPERT' with a button that says 'Call our hotline or email us a question. Click here for more information'.



RecyclingWorks in MA



Services include:

- Online Resources
- Email and Phone Hotline
- Technical Assistance
- Events and Workshops
- C&U Program Administration



<http://www.recyclingworksma.com>



BMP Stakeholder Process



- Similar approach to
 - 2013 Food Waste Collection BMP
 - 2015 Food Donation BMP
- Engage stakeholders – MassDEP, Haulers, Processors, Generators
- Objective is to clarify questions around contracting for services.

The screenshot displays the RecyclingWorks Massachusetts website. The header includes the contact email 'info@recyclingworksmass.com', a hotline number '(888) 254-5525', and navigation links for 'ABOUT US', 'RECYCLE', 'PROGRAMS', 'FOOD WASTE', 'REUSE', and 'BLOG/EVENTS'. The main heading is 'FOOD DONATION GUIDANCE'. The page content includes an introduction to the guidance document, the EPA's Food Recovery Hierarchy (a pyramid diagram with five levels: Source Reduction, Food Hungry People, Food Recovery, Composting, and Landfill), and a list of four major steps for establishing a food donation program. A flowchart at the bottom illustrates the process from food donation to food recovery. On the right sidebar, there is a 'Find A Recycler' search form and a list of 'Upcoming Events' including the EBCNE Annual C&D Summit, MassDEP SWAC Meeting, and MassRecycle 2017 R3 Conference.

info@recyclingworksmass.com CALL OUR HOTLINE: (888) 254-5525

ABOUT US RECYCLE PROGRAMS FOOD WASTE REUSE BLOG/EVENTS

FOOD DONATION GUIDANCE

The RecyclingWorks in Massachusetts program has worked with state and local health officials, food rescue organizations, food banks, and organizations with established food donation programs to develop this Food Donation guidance document by holding three stakeholder meetings across the state in Springfield (March 25, 2015), Worcester (April 9, 2015) and Boston (April 29, 2015). The information gained from the meetings was used to create this guidance document.

The US EPA's Food Recovery Hierarchy ranks feeding hungry people near the top of its priorities as a strategy to reduce wasted food. Businesses should consider how each strategy on the EPA Hierarchy can contribute to a comprehensive food waste reduction plan.

This document is intended to provide guidance to organizations interested in establishing Food Donation programs by offering a broad overview of how successful food donation programs should be structured. In order to have a successful food donation program there are four major steps that must be taken:

1. Identify the types and amounts of food to be donated
2. Identify partner organizations in your area with which to work
3. Determine packaging, storage, and labeling requirements to ensure food safety
4. Determine how food will be transported as well as pick-up frequency and quantities

Food Recovery Hierarchy

Source Reduction
Food Hungry People
Food Recovery
Composting
Landfill

Businesses and institutions donate surplus food → Food banks and food rescues sort, store, and redistribute surplus food to agencies → Agencies serve meals made from surplus food to those in need → Food insecure individuals receive nutritious, good quality food

Find A Recycler

Pick Up Location Choose...
Type in a material or the name of a business, e.g.
UPDATE

Upcoming Events

January 26, 2017
EBCNE Annual C&D Summit
EBCNE Eleventh Annual Construction and Demolition/Materials Management Regional Summit The Environmental...

February 02, 2017
MassDEP SWAC Meeting
MassDEP Solid Waste Advisory Committee (SWAC) Meeting The MassDEP SWAC meets four...

March 27, 2017
MassRecycle 2017 R3 Conference
Save the Date for MassRecycle's 2017 R3 Conference March 27, 2017 in...

We Are Here To Help

At RecyclingWorks we can help you set up or improve your business recycling program. To



BMP Development



- **Spring-Fall 2016:** 9 Interviews, 5 Stakeholder Meetings, 106 Participants
- **Winter 2016/2017:** Draft BMPs and collect comments
- **Spring 2017:** Finalize and post BMPs



BMP Draft Outline



- Know Your Waste
- Create and Adjust Contracts
- Comply with Waste Disposal Bans and Other Regulations
- Communicate Effectively



Know Your Waste



- Look into barrels and dumpsters
- Conduct a waste assessment
 - Examine records
 - Walk-through
 - Waste sort
- Estimate your food waste





Create and Adjust Contracts



- Discuss Contract Details
 - Service Costs
 - Pickup Schedule & Frequency
 - Container Size & Types
 - Contamination/Rejection
 - Hauler Reporting
 - Invoicing
 - Contract Terms
- Adjustments to existing contracts
- Sub-contracting





Comply with Waste Disposal Bans and Regulations



- MassDEP Waste Ban materials
- MassDEP guidance documents
- Sector-based info sheets on Waste Bans (to be developed)





Communicate Effectively



- Signage, Containers and Training
- Reporting
- Feedback on contamination
- Reduce Contamination
- Consider Resource Management Contracting
- Request RecyclingWorks assistance





Next Steps



- **February:** Distribution of draft BMPs and collect comments
- **March:**
 - Post BMPs to RecyclingWorks website. Will consider “live document” that can be updated over time.
- **Later in 2017:**
 - Develop sector specific fact sheets
 - Share BMPs through presentations, newsletters, and social media

Contact RecyclingWorks with questions or comments:

info@RecyclingWorksMA.com or (888) 254-5525

www.RecyclingWorksMA.com